

Incident Report Form (Clery Act)

This form should be completed by designated individuals who are required to report information they receive about specified crimes (described below) pursuant to the federal Clery Act. The information collected from these forms will be used to prepare a compilation of statistical crime information that will be included in the campus' Annual Security Report.

It is the policy of Oglala Lakota College to ensure that victims and witnesses to crime are aware of their right to report criminal acts to the police, and to report College policy violations to the appropriate office. However, if a reporting person requests anonymity, this request must be honored to the extent permitted by law. Accordingly, no information should be included on this form that would personally identify the victim without his/her consent.

Designated officials will use this form to determine the category of crime and location under which the crime should be reported according to the requirements of the Clery Act. Please forward this completed form to: Registrar's Office.

Person receiving report: _____ Date: _____

The *Clery Act* requires your institution to disclose three general categories of crime statistics:

- **Criminal Offenses**—Criminal Homicide, including: a) Murder and Non-negligent Manslaughter, and b) Negligent Manslaughter; Sex Offenses including: a) Forcible, and b) Non-forcible; Robbery; Aggravated Assault; Burglary; Motor Vehicle Theft; and Arson.

- **Hate Crimes**—Any of the above-mentioned offenses, and any incidents of Larceny-Theft, Simple Assault, Intimidation, or Destruction/Damage/Vandalism of Property¹ that were motivated by bias; and

¹ The 2008 *HEOA* regulations expanded the list of hate crime statistics to be included in *Clery Act* statistical disclosures.

- **Arrests and Referrals for Disciplinary Action** for Weapons: Carrying, Possessing, Etc., Drug Abuse Violations and Liquor Law Violations.

Is this a violent crime?__ Is this a safety/security issue?__

As a safety/security issue in regards to Student Standards of Conduct, please indicate one or more of the following incidents:

	Any Actual or threatened physical violence.
	Gross disorderly conduct.
	Verbal Abuse or harassment.
	Vandalism of OLC premises.
	Attending Classes under the influence of alcohol or drugs.
	Failure to properly supervise children on college premises.
	Any other student conduct that causes a disruption in classes or business transactions on college premises.
	Failure to abide by the college's gun-free/weapon-free policy.

Report Made by, __Victim __Third Party Please identify relationship to victim: _____

Date and Time incident occurred: _____

Description of the incident or crime (*if not enough room please attach a written or typed statement*):_____

Location of incident Identify building name, address, etc.; be as specific as possible: _____

The location where this incident occurred was:

- On campus, but not in student housing
- On campus student housing
- Off-campus affiliated property (owned, controlled, or affiliated with the campus)
- Off-campus public property immediately adjacent to campus
- Off-campus, NOT affiliated with or not adjacent to campus
- Unknown

Sex Offenses

Examples of sex offenses are rape, sodomy, and sexual assault with an object, fondling, incest, and statutory rape. Was this crime a sexual offense: Yes No
If yes, were the victim and the assailant acquainted: Yes No

If yes, was either the victim or the assailant under the influence of alcohol or drugs?

- Victim: No Yes, alcohol Yes, drugs
Assailant: No Yes, alcohol Yes, drugs

Hate Crimes

Hate crime information is required to be reported for each of the following crimes (criminal homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, and arson) and for any other crime involving bodily injury.

Was this incident motivated by hate or bias? Yes No

If yes, identify the category of prejudice:

- Race Ethnicity National Origin
- Religion Disability Sexual Orientation

If yes, provide a brief explanation of the determination: _____

Alcohol, Drug and Weapons Law Violations

Check all that apply: Alcohol Drugs Weapons Describe: _____

Number of individuals arrested or referred for campus disciplinary action: _____